

# SAN JOAQUIN COUNTY CHILDREN AND FAMILIES COMMISSION

## ————— MEETING SUMMARY —————

Public Health Auditorium  
1601 East Hazelton Avenue  
Stockton, CA 95202

Monday, November 6, 2000 – 7:00 a.m.

(<<<DRAFT>>>)

1. Meeting was called to order by Chair Mitchell at 7:06 a.m. All Commission Members were in attendance except Commissioners De Polo (excused), and Adubofour.
2. Approval of Minutes for October 4, 2000 and October 9, 2000.

*Motion: Approve meeting summaries for October 4,2000 and October 9,2000  
(Gutierrez/Fujii –Motion passed –6 –0)*

3. Reschedule regular meeting dates and set dates and times for remainder of year.

The next meeting of the Commission is scheduled for Monday, December 6, 2000. Due to conflicts with Commissioner commitments, future meetings on the first Monday of each month could not be arranged. For the same reason, the fourth Wednesday of each month was ruled out.

*Motion: Pending agreement of Commissioners Adubofour and De Polo, beginning in January 2000, regular meetings of the Commission shall be held on the fourth Thursday of each month. (Snider/Flenoy–Kelley–Motion passed 6–0).*

4. Program Coordinator's Report

Referring to a two–page handout, the Coordinator summarized for Commissioners a number of issues, programs, outcomes of meetings, and updates of projects in which she has been involved.

5. Award a CARES Program of one million dollars apart from the January RFP Process and direct the Program Coordinator to submit a Letter of Intent to the State Commission for matching funds.

The Program Coordinator described the letter from the State Commission announcing the availability of matching funds for Retention Incentives for Child Development Providers. She stated further that the Local Child Care Planning Council in a letter to the Commission was requesting that the Commission set aside one million dollars for

the CARES (Compensation and Retention Equals Stability) program in order to receive a \$250,000 match.

Mary Bava, representing the Local Child Care Planning Council spoke on behalf of the request.

It was clarified that the set aside would not commit the Commission to a final decision regarding allocation of funds.

*Motion: Direct the Program Coordinator to submit the required Letter of Intent in the amount of one million dollars to apply for the matching funds (Snider/Gutierrez–Commissioners Gutierrez, Mitchell, Vera, Fujii and Snider voted YES, Commissioner Flenoy–Kelley voted NO–Motion passed 5–1)*

Discussion of the award process will be agendaized for the next meeting.

6. AB1910 recommendation to Board of Supervisors.

Michael McGrew, Assistant County Counsel, described the options available to the County Boards of Supervisors with regard to local county Children and Families Commissions as provided under Assembly Bill 1910 (Migden), effective July 21, 2000. In a letter to the Commission dated Oct.31, 2000, County Administrator David Baker requested input from the Commission regarding the options:

Option #1–Legal public entity separate from the County.

Option #2– Agency of the County within the Board’s authority and policies but with independent authority over the Strategic Plan and allocation of program monies. Administrative, legal and fiscal support services will continue to be provided by the County and the Board of Supervisors will continue to execute contracts.

*Motion: Recommend that Option #2 be adopted by the Board of Supervisors (Snider/Flenoy–Kelley–Motion passed –6–0).*

7. Chairman’s Report

- Appoint a Standing Planning Committee

Chair Mitchell stated that a letter on behalf of the Commission thanking Rod Kawano for his valuable service as staff to the Commission has been completed and was in the process of being mailed.

Chair Mitchell announced that a letter of resignation from the Commission had been received from Commissioner Frank Grande. It is expected that the Board of Supervisors will be seeking applicants for the vacancy in the near future.

Discussion of whether or not the Commission should establish a Standing Planning Committee ensued. Counsel McGrew pointed out that standing committees, as opposed to ad hoc committees, are subject to the Brown Act, (i.e., open to the public, agenda's posted 72 hrs prior to meetings, etc.). He pointed out that a motion and favorable vote would be required to establish a Standing Committee, but the membership of the committee could be appointed by the Chair.

*Motion: Establish a Standing Planning Committee (Gutierrez/Flenoy-Kelley-Commissioners Gutierrez, Mitchell, Vera, Flenoy-Kelley and Snider voted YES, Commissioner Fujii voted NO-Motion passed 5-1).*

Chair Mitchell appointed the following Commissioners to the Standing Planning Committee: Commissioners Vera, Fujii, Flenoy-Kelley and Mitchell.

#### 8. Staffing Committee Report

Chair Mitchell reported that the Staffing Committee recommended hiring Program Assistants to monitor contracts based on a standard of one Program Assistant per 15-20 contracts.

It was further recommended that for purposes of continuity Harder + Company be retained to perform the complex functions of program evaluation.

Commissioner Vera pointed out that based on his Agency's recent experiences involving RFP's and contract monitoring, the workload is enormous. He urged the Staffing Committee to consider a position of Contract Supervisor to assist Program Coordinator Schiff-Ross.

(Note: Commissioner Gutierrez departed at 8:05 a.m.)

#### 9. Conflict of Interest-Discussion item

Assistant County Counsel McGrew explained the many elements and complexities of the laws relating to Conflict-of-Interest, especially pointing out the definition and implications of "remote" interests. He advised Commissioners with conflicted interests to abstain from participation in discussions and votes involving potential conflicts.

#### 10. Letters of Intent-Approve Letters of Intent for Proposal submission.

The Program Coordinator distributed to the Commission (and to members of the public present) a summary with recommendations covering the sixty-two Letters of Intent received.

In order to simplify and expedite the process of review, the Commission agreed to categorize the LOI's into groups: #1. those recommended for non-approval due to non-qualifying target populations; #2. those recommended for non-approval due to the proposal not addressing the current initiatives; #3. those recommended for approval but contingent upon coordination with other providers with similar proposals or contingent on technical assistance to better define target populations; #4. all others recommended for approval.

Prior to further consideration of the LOI's, Commissioners, with the guidance of counsel, identified proposals in which they would have a "remote" interest and therefore a conflict, and from which they would refrain from participation in discussion and voting.

Group #1. Non-qualifying target populations.

*Motion: Approve staff recommendations to deny the following Letters of Intent due to non-qualifying target populations:*

1. Boys & Girls Club of Stockton-SMART Moves
2. First Baptist- Pregnant and Parenting
3. Getting it Straight
4. Lodi Boys and Girls Club
5. Stockton East Rotary
6. Valley Community Counseling Services

*(Snider/Fujii-Motion passed 5-0).*

Group #2. Not addressing current Initiatives

1. LOI's from PM-Dawn Child Care
2. PM-Dawn Child Care Transportation
3. San Joaquin County Office of Education-Child Care Education
4. South Stockton Children's Worldwere recommended for denial on this round of RFP's.

Commissioner Flenoy-Kelley suggested that PM-Dawn Child Care should qualify this round in the Special Projects category under Strategic Plan objectives 2.6 and 1.5 (note: 2.6 "Increased number of children in safe and healthy environments; 1.5 "Increased family self-sufficiency).

*Motion: Accept PM-Dawn Child Care under Special Projects (Flenoy-Kelley/no second- Motion failed due to lack of second).*

Pamela Stovall, child care provider, spoke to the Commission regarding the need in the community for child care transportation.

Anthony Stovall, child care provider, also spoke of the need and importance of child care transportation.

In that Mr. Vera was temporarily absent from the room, discussion was directed to those LOI's in which Mr. Vera had stated he had a "remote" interest and from which he would abstain, i.e., San Joaquin County Health Care Services – Child Health Access and San Joaquin County

*Motion: Accept staff recommendations for San Joaquin County Health Care Services-Child Health Access and San Joaquin County-Mental Health (Snider/Fujii-Motion passed 4-0-Commissioner Vera not participating).*

Upon Mr. Vera's return, discussion of LOI's under Group 3 was again taken up.

*Motion: Approve staff recommendation to deny following LOI's not addressing current initiatives: PM-Dawn Child Care, San Joaquin County Office of Education-Child Care Education, and South Stockton Child World. (Snider/Flenoy-Kelley – Motion passed 5-0).*

*Motion: That under objectives 2.6 safety, and 1.5 self-sufficiency, PM-Dawn Child Care Transportation be considered under Special Projects. (Flenoy-Kelley/no second-Motion failed for lack of second).*

*Motion: that PM-Dawn Child Care Transportation be considered under the Child Care Initiative. (Snider/Fujii-Commissioner Mitchell, Vera, Fujii and Snider voted YES, Commissioner Flenoy-Kelley voted NO).*

### Group #3. Coordination and Technical Assistance

Commissioner Flenoy-Kelley asked if staff could inform Commissioners of the results of the Coordination meetings.

Commissioner Vera asked if staff could produce a matrix of the services represented in the LOI's, e.g, referral type services versus direct services.

*Motion: Accept staff recommendations for coordination and technical assistance for all LOI's where noted, excluding Gwen's Catering and the Public Health Department's LOI's. (Snider/Fujii-Motion passed 5-0).*

*Motion: Accept staff recommendation for Gwen's Catering (Fujii/Snider-Motion passed 4-0, Flenoy-Kelley not participating due to conflict of interest).*

*Motion: Accept staff recommendations for all Public Health LOI's (Snider/Flenoy-Kelley-Motion passed 4-0, Mitchell not participating due to conflict of interest).*

Group #4. All other Letters of Intent recommended for approval.

*Motion: Accept staff recommendation on all remaining Letters of Intent (Flenoy-Kelley/Fujii–Motion passed 5–0).*

#### 11. Comments from the Public

Ron Kersteins requested the dates and times of the Coordination Meetings and was informed as follows:

Thursday Nov. 9, 2000 – 9am.–10am.	10am.–11am
Thursday Nov. 9, 2000 – 2pm–3pm.	3:30pm–4:30pm
Monday Nov. 13, 2000 – 2pm–3pm.	3:30pm–4:30pm
Tuesday Nov. 14, 2000 – 9am–10am.	

Shanda Wallace noted for the Commission that the date of the fourth Thursday in January 2001 would be the 25th rather than the 26th as mentioned under item #3 earlier in the meeting.

Pamela Stovall asked for clarification regarding the filing of a LOI for Child Care and was informed of the January openings.

Anthony Stovall asked how the funding for Child Care would be accessed and the Chair explained the process. Mr. Stovall further described his program.

Bobbie Bivens suggested that the contract with Harder + Company for program monitoring should be put out for bid.

The Program Coordinator noted that some LOI's had been accepted and processed which did not adhere precisely to the requirements for submission. She wished to remind, and emphasize, to all applicants that for the RFP's there will be no exceptions made for failures to adhere precisely to the rules.

#### 12. Comments from Commission Members

Commissioner Fujii requested an excused absence for the next meeting as he will be out-of-town.

Commission Flenoy–Kelley commended Dr. Adubofour in his absence for his outstanding Diabetes Conference at the Radisson Hotel this past weekend. Approx.300 attendees, very informational, balanced, wonderful speakers, great information.

Chair Mitchell commented on the exciting time for the Children and Families process, moving toward providing funds into the community to address Child Health and Substance Abuse issues as it affects children 0–5. He further commended staff for the intense work over a short period of time, receiving LOI's, reviewing, making recommendations and getting them out to all Commissioners leading to this meeting's successful outcome.

*Meeting was adjourned to Wednesday, December 6, 2000, 7:00 a.m. at Public Health Auditorium (1601 E. Hazelton Avenue, Stockton).*

*(Fujii/Vera–Motion passed 5–0).*